# THE NEIGHBORHOOD CODE COMPLIANCE PROCESS



#### NCC Case Processing Summary

Documentation received regarding violation

#### Generally

Within 1-5 days:

- 1) Voluntary compliance letter mailed, or
- 2) File opened and forwarded to inspector

#### Within 2 weeks inspector may

- 1) contact violator via phone
- 2) plan unscheduled inspection
- 3) **send** an inspection notice and/or
- 4) issue an administrative citation warning for minor violation.

Within 2-4 weeks inspector may:

- 1) Issue a S100 Citation if minor violation still **exists**, or
- 2) Choose **different** remedy based upon case/violator analysis

#### **AdministrativeRemedies**

- 1) Mediations are scheduled for minor cases.
- 2) Notices of Violation may be recorded with the County Recorder's Office.
- 3) Administrative Citations may be issued for additional S250 or \$500 if required.
- 4) Civil Penalties may be assessed immediately. Hearings are generally scheduled within 25 days.
- 5) Abatements may be conducted immediately if immediate hazard exists or within 45 days.

#### Notice of Violation

NOV's carry compliance time frames between 48 hours and 45 days (if eviction is necessary). If the Violator fails to comply, the Investigator must choose another remedy.

City Attorney

The City Attorney may issue a demand letter or file a civil or criminal action.

\* Timeframes are estimated and can be impacted by administrative appeals and legal action or inadequate information on submittal.



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### **Community Service Centers**

Obtaining City Services has never been easier. The City of San Diego Community Service Center Program was created as information centers providing basic community services to various neighborhoods throughout the City. Some of the many City services offered at the various Community Service Centers are:



#### **OBTAIN/PAY** (checks/ money orders only)

Water Bill Payments

COMMUNITY SERVICE HOURS & LOCATIONS

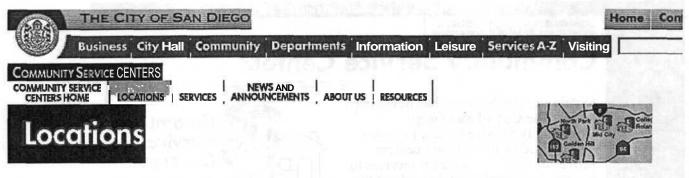
- Parking Citation Payments and Appeals
- Rental Property Tax Payments
- City Job Listings and Applications
- Minor Electrical, Plumbing and Mechanical Permits
- Business Tax Certificates
- Dog License Applications
- Affordable Housing Listing
- Bus and Trolley Schedules
- Noise Permits
- Parking Meter Cards
- Alarm Permit Applications
- Crime Prevention Information
- Social Service Referrals
- Community Event Information
- Park and Recreation Class and Event Schedules
- Passport Application Services

#### REPORT

- Graffiti
- Building or Zoning Code Violations
- Damaged Sidewalks and Curbs
- Noise Complaints
- Potholes
- Street/Traffic Lighting Outages
- Abandoned Vehicles

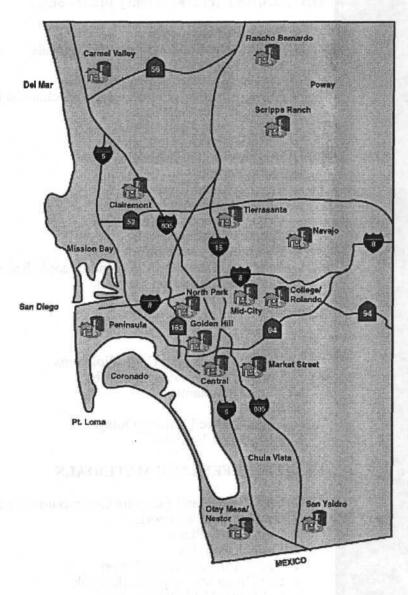
#### REVIEW REFERENCE MATERIALS

- City Council and Planning Commission Dockets
- City Manager's Reports
- Community Plans
- Council Policies
- · City's Annual Budget Report
- San Diego Municipal Code Book
- California Vehicle Code Book
- Community Maps



The Community Service Center Program has various centers throughout the City to serve you. Select a center below for information about hours and services.

- Carmel Valley
   3840 Valley Centre Dr., Suite
   602
   San Diego, CA 92130
   (858) 552-1607
- Central 2500 Commercial Street San Diego, CA 92113 (619) 446-1000
- Clairemont 4731 Clairemont Drive San Diego, CA 92117 (858) 581-4111
- College/Rolando 4704 College Avenue San Diego, CA 92115 (619) 516-3100
- Golden Hill
   2469 Broadway
   San Diego, CA 92102
   (619) 235-5202
- Market Street
   4690 Market Street, Suite
   D20
   San Diego, CA 92102
   (619) 527-3466
- Mid-City 3795 Fairmount Avenue, Suite C



San Diego, CA 92105 (619) 641-6120

- Navajo

   7381 Jackson Drive
   San Diego, CA 92119
   (619) 668-2700
- North Park 3956 30th Street San Diego, CA 92104 (619) 525-8441
- Otay Mesa/Nestor
   695 Saturn Blvd., Suite E
   San Diego, CA 92154
   (619) 424-0220
- Peninsula 3740 Sports Arena Blvd., Suite 2 San Diego, CA 92110 (619) 692-4970
- Bernardo
  17110 Bernardo Center
  Drive, 2nd Floor
  San Diego, CA 92128
  (858) 538-8070
- San Ysidro

   663 E. San Ysidro Blvd.
   San Diego, CA 92173

   (619) 424-0230
- Scripps Ranch
   11885 Cypress Canyon Road
   San Diego, CA 92131
   (858) 538-8200
- <u>Tierrasanta</u>

   10615 fierrasanta Blvd, Suite
   E
   San Diego, CA 92124
   (858) 573-5000

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COW 2003

## SAN DIEGO HOUSING COMMISSION

COW 2003



Good Neighbors

# San Diego Housing Commission

• 1625 Newton Avenue

' San Diego, California 92113-1038

619/2319400

Fax: 235 4537

#### **FACT SHEET**

MISSION: We are committed to providing quality housing opportunities to improve the lives of those in need.

VISION: An affordable home for every San Diegan

HISTORY: The San Diego Housing Commission was established in 1979 by the San Diego City Council. Since its

inception, the Commission's efforts have resulted in more than 26,000 affordable housing units throughout the City. While the **Commission** operates as a separate public entity in administering its **programs**, the Commission budget and programs are regularly reviewed by the City Council, sitting as the Housing Authority. Currently **(FY2000)** the Commission administers a **\$113.5** million budget with

245 employees.

PROGRAMS: The **Commission** helps house more than 40,000 San **Diegans** each year through innovative, awardwinning programs that set trends nationwide. These programs include:

- Rental Assistance: More than 9,000 very low-income households are **assisted** annually to pay their rents in private housing through the Rental Assistance Program.
- Development of new housing: More than 5,000 affordable housing units with restricted rents have been made available through Commission programs in partnership with businesses, investors, and **nonprofits**. Tools used include loans, grants and land-lease restrictions, as well as a **Multifamily** Bond Program.
- Rehabilitation of older housing: More than **8,000** homes have been repaired in neighborhoods targeted for revitalization.
- Housing Management: Approximately **1,850** units are publicly owned and managed by the Commission throughout the City of **San** Diego.
- First-time **Homebuyer** Assistance: The Commission has assisted more than 3,000 buyers of lower and moderate incomes to purchase their first homes within the City of San Diego through its **First-time** Homebuyer Programs.

In addition, the Commission works with other organizations to meet special housing needs such as providing shelter for the homeless and offering programs to assist residents to become self-sufficient. The Commission also recommends housing related policies to the City of San Diego.

COMMISSIONERS:

E. Neal Arthur, Chair

David L. Dick Robert A. Grinchuk Melbalen C. Hills Steven W. Oxberry Thomas F. Steinke Alice Tumminia

**CHIEF EXECUTIVE OFFICER:** 

Elizabeth Moms

FOR MORE INFORMATION:

Bobbie Christensen, Community Relations Manager (619) 525-3624

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